

**Mobility Options Action Team**  
**Meeting Notes**  
**January 29, 2004**

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**Attendance**

Ghassan Abu-Lebdeh, Doug Anderson, Sharen Blowers, Garry Bulluck, William Carley, Jr., Gregory Dahlin, Sharon Edgar, K. John Egelhaaf, Susanne Fredericks, Daniel Furton, Philip Kazmierski, Gordon Mackay, Tom Maki, J. Phillip Reid, Erin Shelton and Sara Smith

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**Meeting Overview**

*(25 words or less)*

Charlene Crowell, Moderator provided the purpose and vision for the Action Team. Team developed their Operating Charter, roles & responsibilities, and meeting format. Meeting dates and agenda for the first meeting were determined

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**Meeting Notes**

1. Purpose and vision of the Action team was shared
  2. Operating Charter, Roles and Responsibilities, and meeting format were developed. (see Operating Charter document)
  3. Kevin Wisselink will be the Moderator.
  4. Sharen Blowers will provide the administrative support. Doug Anderson will provide snacks.
  5. Team determined that meeting locations need to be where public transportation is available.
  6. Team identified additional entities who should be asked to join the team. Sharon Edgar took responsibility to notify these entities.
  7. Meeting dates, times, and locations were determined (see below)
  8. Actions Items and Agenda Items for the next meeting were determined. (See below)
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**Additional Resources**

1. AMTRAK
  2. MPTA
  3. MDOT Staff
  4. MASS TRANS
  5. Rails to Trails
  6. Aviation Groups
  7. Maritime/Ferries
  8. Department of Education
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**Action Items**

1. Identify current efforts or actions taken by other groups/Councils.
2. All Team Members will review the operating charter.
3. All Team Members will begin reviewing issues, goals, and actions and think about what needs to be done to implement the items.
4. Sharon Edgar will contact the additional resources.

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**Proposed  
Agenda Topics  
For Next  
Meeting**

1. Identify and review other committees/teams and determine what coordination is needed between groups so teams complement each other.
  2. Report on additional resources information
  3. Review issues, goals, and actions and look at linkages and create a framework/methodology for completing the work.
  4. Begin to develop Work/Implementation Plan.
  5. Review locations for meetings.
  6. Draft agenda for next meeting.
  7. Post critique of the meeting.
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**Next Meeting  
Dates**

1. Tuesday, February 17, 2004  
1:00-4:00pm  
CATA Conference Room, 4615 Tranter Avenue, Lansing MI 48910
  2. Tuesday, March 16, 2004  
1:00-4:00pm  
CATA Conference Room, 4615 Tranter Avenue, Lansing MI 48910
1. Full schedule will be developed in February.